



FEDERAL ELECTION COMMISSION  
WASHINGTON, D.C. 20463

RQ-2

JAN 7 1998

Lois B. Johnson, Treasurer  
Monsanto Company Citizenship Fund  
800 N Lindbergh Blvd.  
St. Louis, MO 63167

Identification Number: C00042069

Reference: Mid-Year Report (1/1/97-6/30/97)

Dear Ms. Johnson:

This letter is prompted by the Commission's preliminary review of the report(s) referenced above. The review raised questions concerning certain information contained in the report(s). An itemization follows:

- Your report discloses activity that falls outside the reporting period. Please amend this report by including only the financial transactions that occurred between 1/1/97 and 6/30/97. Any activity occurring outside this reporting period should be included in the appropriate report(s). 2 U.S.C. §434(b)
- Your report includes computer produced formats of Schedule A. Computer produced formats may only be used upon prior approval of the Commission. You should submit a separate sample format with a cover letter requesting approval. Until your format has been approved, FEC forms must be used. 11 CFR §104.2(d)

A written response or an amendment to your original report(s) correcting the above problem(s) should be filed with the Federal Election Commission within fifteen (15) days of the date of this letter. If you need assistance, please feel free to contact me on our toll-free number, (800) 424-9530. My local number is (202) 219-3580.

Sincerely,

Monica Johnson  
Reports Analyst  
Reports Analysis Division